

Karl
last year Fuller

**JAMAICAN CANADIAN ASSOCIATION
MINUTES OF THE ANNUAL GENERAL MEETING
HELD MAY 26, 1996 AT 995 ARROW ROAD**

CALL TO ORDER:

The President, Karl Fuller, called the meeting to order at 1:40 p.m. and welcomed all present.

MINUTES OF PREVIOUS ANNUAL GENERAL MEETING (AGM):

The minutes of the previous AGM, held May 28, 1995 were moved for adoption by Noel Doharris, seconded and carried.

MATTERS ARISING FROM THE MINUTES:

There were no matters arising from the May 28, 1995 minutes.

INTRODUCTION OF NEW MEMBERS:

Don Harris, Paul Braithwaite, Fitzroy Herlock, Monick Mitchell, Carmen Hewit and Carlton Baker.

The President welcomed all new and returning members. Staff were also welcomed.

HIGHLIGHTS OF REPORTS:

President's Report - Karl Fuller

The President reported on the follow:

- ▶ The acquisition of our new building will be a challenge to all members.
- ▶ A site team will be selected to meet on a regular basis with the Architect
- ▶ Activities must be well supported.
- ▶ Priorities for the building - Library; board/meeting rooms and offices
- ▶ Roller door should be blocked off and the walls insulated as soon as possible
- ▶ Some of the challenges facing JCA are funding requirements
- ▶ President suggested that JCA look at acquiring savings bonds.

A motion to accept the President's report was moved, seconded and carried.

Treasurer's Report - Cyndi Anderson

The Treasurer presented the Financial Statements for the fiscal year ended March 31, 1996.

She offered clarification in response to queries concerning items on the financial statements.

A motion to accept the Treasurer's report was carried.

Auditor's Report - Sheila Simpson

The Association's Auditor presented her endorsement of the Treasurer's report. She acknowledged that she had audited the financial statements, the books and records of the Jamaican Canadian Association. In her opinion the statements represented an accurate portrayal of the financial activities for the fiscal period ended March 31, 1996. During the past the JCA was audited by Revenue Canada with assurance that the affairs of the Association are being handled properly.

A motion to accept the Auditor's report was carried.

Executive Director - Akwatu Khenti

The Executive Director thanked the membership for the opportunity given to him to serve the Caribbean and black community.

He advised attendees that there is a great need for JCA to provide new and innovative solutions to problems being faced by the black community.

Executive Director reviewed his written report. Providing the following highlights:

- ▶ 30 applications have been received for summer jobs.
- ▶ Students will be trained to provide community work, particularly life skills, heritage, economics, science and technology, health and well being.

A motion to accept the Executive Director's report was moved, seconded and carried.

Fundraising Committee - Norma Brown-Larro

The Fundraising Committee chair thanked everyone for the opportunity to serve for the past year. She also thank those who contributed to the fundraising for the year.

A motion to accept the Committee's report was moved by Josh Thomas, seconded by Bruce McDonald and carried.

ELECTION OF OFFICERS:

Ronald Gibbs; Linda Grey; Winnifred Plummer; Amy Nelson, Sheila Raymond and Sheila Simpson - SCRUTINEERS

The following were the selected candidates:

President
2nd Vice President
Treasurer
Asst. Secretary
Education Chair
Fundraising Chair

Herman Stewart
Alton Telfer
Cyndi Anderson
Jacqueline Keane
Vincent Conville
Pat Williams

Social Chair
Membership Chair

Barb Thomas
Fred Irving

A motion to destroy the ballots was moved and carried.

The Committee chair thanked all the candidates who have taken the challenge to join the JCA leadership team.

OTHER MATTERS:

Suggestions for committee reports

Two reports should be presented to the membership at each meeting:

- 1) A copy of the President's report, which will cover all the other committees.
- 2) Treasurer's report.

2nd Vice President's Report - Jeff Patterson

The 2nd Vice President thanked the membership for their support over the past year and promises to give whatever support he can.

Building Committee Report - Amy Nelson

Chair reviewed the written report:

- ▶ 9 months since JCA moved from Dupont St.
- ▶ There is a need for more involvement of the members in order to realize JCA's dreams, especially with financial support.
- ▶ 6 members have taken on the liability of the building in order to protect the memberships investment.
- ▶ Some repairs conducted since moving into 995 Arrow Road.
- ▶ Implored members to DONATE!, DONATE!

Motion to accept the report was carried.

Social Committee Report - Barb Thomas

Chair reviewed the written report. Highlights are as follows:

- ▶ Mother's Day Brunch was a success. The total amount collected was \$2,500.00 (Twenty-five hundred dollars).

A motion to accept the report was carried.

Women's Committee Report - Pam Powell

Written report reviewed by Committee Chair. Items reviewed were:

- ▶ Black Women's Health Forum
- ▶ Workshops and Seminars held during the previous year
- ▶ Black male health issues
- ▶ Report on the Beijing Conference
- ▶ Future Projects of the Women's Committee

See page 12 - 14 of the 1995/1996 AGM booklet for details on the above noted topics.

Motion to accept the report was carried.

The North York General Hospital Seniors Health Centre Family Advisory Committee Report - Daphne Bailey

Synopsis of written report provided.

- ▶ Committee meets 4th Monday of each month.
- ▶ Planning a retreat to create a mission for the Advisory Committee to take them to the 21st century.
- ▶ Interviewed prospective consultants to facilitate retreat, and Wendy Stratton was the successful candidate.
- ▶ Each committee to submit names of potential attendees.

Motion to accept the report was carried.

JCA'S COMMUNITY WORK:

Concerns were expressed about the involvement of the JCA in the wider community.

The President thanked the past Board members for the service they gave to the community and welcomed the new board members to the challenge of their positions.

ADJOURNMENT:

The meeting was adjourned at 6:15 p.m.

ANNUAL REPORT
TO
THE ANNUAL GENERAL MEETING

First Vice President

May 26, 1996

This has been a challenging and dynamic year for the Association and for me in my role as First Vice President.

The year has seen us move from 1621 Dupont Street through Finch Avenue to our current home at 995 Arrow Road. The year has seen us through staff changes at management levels including a new Executive Director joining the fold. The year has seen us face funding cuts to our social service programs and survived these cuts. The year seen us work through difficult decessions and positions in the Association overall. The year has seen us facing new challenges, new perspectives and new approaches.

In my role as First Vice President I have attempted to fulfil my responsibilities and undertaking initiatives that will assist the Association to meet challenges while forgoing ahead.

My work focused mainly on internal administrative matters specifically on the Social Service Programs and some Board administration tasks.

Social Service Program

- * Undertook leadership role in the hiring of the Executive Director.
- * As Chairperson of the Management Committee I have attempted to re-direct the committee to work more as a team, to provide program direction/policy direction and support to the Executive Director

on the program operations and to function as the first level of the Board of Directors to provide strategic leadership on the program operations.

- * I have convened meetings with staff and the Board of Directors separately and jointly to reinforce reporting and communication protocol between staff and Board members.
- * I have also attended some activities organized by staff members.
- * participated on a working group of staff members to develop an Anti-Discrimination and Harassment Policy. The policy was approved by the Board this past March. The working group is currently developing an implementation and communication plan.

Board Activities

- * Played a leadership role in organizing a planning retreat for the Board of Directors which took place last November.
- * Along with the Fundraising Chairperson I am currently developing a manual for Board Members. The Manual is expected to supplement the Association's By Laws, by providing comprehensive information of Board members in understanding and knowing their responsibilities and obligations. It is also intended to provide a means of establishing performance levels for each Board member individually and the Board collectively.
- * I have also participated in activities on other committees and special task groups including Women's Committee, and Fundraising Committee.
- * I have begun to have, exploratory discussion with some members of the Association as a follow-up to the letter I wrote to the membership this past February.

ANNUAL REPORT
TO
THE BOARD OF DIRECTORS
FOR THE YEAR

There are a number of individuals who are keen on working on ideas of youth recruitment, effectively utilizing the skills and talents of the full membership etc.

- * Finally, as the first half of my tenure ends, I look forward to the next year with great optimism. The work will be tremendous of course, but I intend to, do the very best I can!

Sandra Carnegie-Douglas

In my role as First Vice President I have attempted to fulfill my responsibilities and undertake projects that will assist the Association to meet challenges while growing ahead.

My work focused mainly on internal administrative matters, specifically on the Social Service Program and some board administration tasks.

Social Service Program

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INTERNATIONAL CAMPAIGN ASSOCIATION
MINUTES OF THE ANNUAL GENERAL MEETING
HOLDING PLACE 26, 27 & 28 APRIL AT THE ARROW ROAD

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Sandra Carnegie-Douglas

HIGHLIGHTS OF REPORTS

President's Report - Neil Fuller

The President reported on the following:

- * The acquisition of our new building will be a challenge to all members.
- * A site team will be selected to meet on a regular basis with the Architect.
- * Activities must be well supported.
- * Provision for the building - Library, broadcasting rooms and offices.
- * Scaffolding should be erected off and the walls insulated as much as possible.
- * Some of the challenges facing ICA are funding requirements.
- * President suggested that ICA look at securing savings funds.

A motion to accept the President's report was moved, seconded and carried.

Treasurer's Report - David Anderson

The Treasurer presented the Financial Statements for the fiscal year ended March 31, 1996.

She offered clarification in response to queries concerning [?] of the financial statements.

A motion to accept the Treasurer's report was carried.